

ATTACHMENT

GSA RESPONSES TO QUESTIONS ON THE FRPP

- 1. Please provide the list of current FRPP validation checks and the list of planned additional validation checks. For each one, please provide a description of the error that the check prevents.**

GSA has instituted a robust set of validation checks that agencies must follow when submitting data to the Federal Real Property Profile Management System (FRPP MS). These checks are contained in the fiscal year (FY) 2015 Federal Real Property Council (FRPC) Guidance for Real Property Inventory Reporting, more commonly known as the FRPP data dictionary. This document lists, defines, and provides technical reporting requirements for the data required for submission.

For example, an agency must submit the size of a building as the square feet data element. If it submits the building size as acres, the system will generate an error that must be fixed before the record may be uploaded to the FRPP MS. Similarly, the size of a building must be greater than zero. If an agency submits negative number, the system will generate an error that must be fixed before the record may be uploaded to the FRPP MS.

Appendix A provides a complete list of validation checks for each of the data elements contained in the FY 2015 FRPP data dictionary. The column labels are explained below.

<u>Column Label</u>	<u>Description</u>
Data Element Number	Refers to the assigned number in the FY 2015 FRPP data dictionary.
Data Type	Identifies the data element field type: <ul style="list-style-type: none">• numeric (only numbers may be submitted),• alphanumeric (letters or numbers may be submitted), or• date (ex. MM/DD/YYYY)
Length	Sets the maximum number of characters that may be submitted for a data element.
Valid Values	Identifies what may be submitted for the data element.
Notes	Provides additional information to the user about the data element.

- 2. What types of omitted or otherwise inaccurate data submitted by agencies in the FRPP may not be addressed by validation checks? How can GSA mitigate or eliminate these data gaps?**

GSA has instituted a robust set of rules for each data element contained in the FRPP data dictionary as described above, and a set of tools to further identify data anomalies which may indicate the presence of other errors that exist in an agency's FRPP data submission.

Despite these efforts, it is possible that omitted or inaccurate data may be submitted. For example, if a building is measured to be 10,000 gross square feet (GSF), but the agency's IT system incorrectly records the size of the building as 100,000 GSF, GSA and the FRPP MS have no way to verify that the actual size of the building is 10,000 GSF and not 100,000 GSF. That responsibility falls on the landholding agency as part of its internal validation and verification (IV&V) process.

The agency IV&V is described as stage one of the FRPP Data Validation process, which is described on page 26 of the FY 2015 FRPP data dictionary. The agency has to ensure that the data contained in its internal IT system matches the physical characteristics of its real property assets. Similarly, it must ensure consistency in the data extracted from these internal systems to be submitted to the FRPP. In addition, agency FY 2015 submissions were required to have an accompanying letter certifying the accuracy and completeness of agency data.

3. Does GSA intend to resume the practice of conducting independent inspections of federal buildings? Does GSA or OMB intend to explore additional methodologies to verify the accurateness of data submitted to the FRPP? If not, please explain this decision. If so, please provide the date these renewed inspections will begin and the evaluation methods they will use.

On an annual basis, GSA, OMB and the agencies review the data elements, definitions, and associated reporting requirements to determine if data elements should be added, dropped, modified, and/or better defined to improve the accuracy of the data being collected. As GSA has done in the past in modifying the definitions for utilization, latitude, and longitude to align with statutory language and industry standards, GSA will continue to do so in the years to come. Any changes will be reflected in the FRPP data dictionary, issued in the spring of each year.

GSA and OMB are currently reviewing Agencies' Reduce the Footprint (RTF) plans to identify opportunities to improve asset utilization and dispose of poorly utilized properties that no longer meet mission needs. As part of this review, GSA developed a robust Asset Repositioning Pipeline and intends to meet with multiple landholding agencies to discuss their plans, share best practices and identify opportunities for improvement.

During these sessions, GSA and OMB will develop a list of assets to inspect, conduct additional due diligence and develop a recommended strategy going forward. These inspections will begin after the FY 2016 RTF meetings are held with all landholding agencies

before the end of the year and intend to focus on properties which are not utilized, are underutilized, or are not being put to their optimum use.¹

For GSA buildings, GSA utilizes a Management Analysis and Review System tool to evaluate the effective delivery of programs at the building level. This evaluation includes on-site inspection of the facility to assess the physical condition and compliance with regulatory requirements. GSA is in the process of developing a National Compliance Tool to standardize this process and establish a repository and tracking system for the review outputs.

4. Please provide any guidance documents that GSA issues to federal agencies to ensure consistent reporting of real property measures. Does GSA have any plans to issue additional guidance on this subject in the near future? If so, what are the expected topics such guidance would address?

The FRPC Guidance for Real Property Inventory Reporting, which has been referred to earlier in this Attachment as the FRPP data dictionary, can be found at gsa.gov/datadictionary. This document lists, defines, and provides technical reporting requirements for each of the data elements collected in the FRPP MS.

On January 28, 2016, OMB released Management Procedures Memorandum 2016-01, *Improving Federal Real Property Data Quality – Required Data Validation and Verification Procedures* (MPM 2016-01) informing agencies that implementation of new data validation and verification procedures would begin with the fiscal FY 2016 annual FRPP submission. While several validation and verification procedures are already in effect, such as agencies' independent reviews to validate data reported to FRPP MS, this guidance reinforces those current processes and introduces additional due diligence. As stated in MPM 2016-01, GSA will soon be issuing guidance to further explain the data validation and verification processes agencies must follow in submitting data to the FRPP MS.

5. Please explain how GSA and OMB, working in consultation with agencies, can better utilize the FRPP as a management tool to help identify opportunities for better property management practices, including identifying opportunities to dispose of, or better utilize unneeded or underutilized space through consolidation, co-location, or other disposal methods.

GSA works closely with OMB to help implement the *National Strategy for the Efficient Use of Real Property*, and the two agencies have been key coordinators of the *Freeze the Footprint (FTF)* and the current *Reduce the Footprint (RTF)* efforts.

¹ While GSA is not authorized to independently conduct inspections of other landholding agencies' assets, GSA will work in cooperation with other landholding agencies to move forward with any inspections.

For the last two fiscal years, both GSA and OMB have worked closely with CFO Act agencies on their RTF plans. The core of this effort is built upon the information in the FRPP. Agencies set their real property square footage baselines and reduction targets with FRPP information as the backbone. During the fiscal year GSA and OMB review each agency's reduction plans, their progress against stated reduction goals, their space allocation targets, and agencies' opportunities for further space reductions.

As part of the Presidential Management Agenda, agencies are now required to report personnel counts for each of their office spaces. Combining this information with the FRPP and new IT tools (described below) allows GSA and OMB to work with agencies to identify how space could be better utilized, including identification of potential space consolidations and co-locations.

In FY 2015, GSA deployed the Real Property Management Tool (RPMT) to assist agencies in finding opportunities for consolidation, co-locations, and disposals using data visualization technology. The newest iteration of the RPMT, launched by GSA on January 15, 2016, provides robust analyses and data visualization focusing on expiring leases and occupancy agreements, the utilization of agency assets, and potential cost avoidance opportunities from the disposal of underutilized and inactive assets. Agencies can also use this tool to view benchmarks such as rent per square foot, operating and maintenance costs per square foot, and square feet per person, and compare its agency with government-wide averages.

The Asset Consolidation Tool (ACT), which is still under development, is a geospatially focused tool that will allow an agency user to see what Federal space exists in a zip code, city, county, or mile radius. This tool will also provide greater functionality in identifying potential consolidation and co-location opportunities by allowing agencies to make targeted searches for office space that other agencies in a given geographic radius currently occupy. GSA believes that more visible use of the federal real property data through tools such as the RPMT and ACT will force improvements in FRPP data quality. As agencies recognize that this data is being used to inform management analysis and decision-making, they will have greater incentives to improve the quality of the data they submit to the FRPP. Improved FRPP data quality will support progress on real property initiatives and management processes across the Federal Government.

Appendix A: FY 2015 FRPP Data Element Validation Checks

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
1	Real Property Type	Numeric	2	Land (20) Building (35) Structure (40)	Must be submitted for all disposed and non-disposed assets	No changes to FY 2015 Data Element
2	Real Property Use	Numeric	2	For a full listing of valid values for land assets, building assets, and structure assets, please refer to pages 35-38 of the FY 2015 FRPP data dictionary.	Must be submitted for all disposed and non-disposed assets	New Predominant Use Category and Code for Land: Outpatient Healthcare; Building: Border/Inspection Station, Facility Security, Land Port of Entry, Aviation Security Related (e.g., airport space, airport terminal support), Public Facing Facility, Child Care Center; Structure: Renewable Energy System
3a	Freeze The Footprint	Alphanumeric		(Y/N): Indicate Yes (Y) or No (N) as to indicate that an agency can or cannot increase the asset. NOTE: This data element is not reported by the agency.	System automatically populates based on the following conditions: Chief Financial Officer (CFO) Act Agencies Office and warehouse assets that have: Legal Interest of Owned or Leased, AND Location in the United States or one of the	No Changes to FY 2015 Data Element Freeze the Footprint Asset (YES/ NO) is used to identify whether an asset is monitored by the Freeze the Footprint policy or not. If the asset is monitored by the FTF policy, the FRPP system will populate the FTF data element with a YES (Y). If the asset is not monitored by the FTF policy, the FRPP system will populate the FTF data element with a NO (N). In addition, assets which were monitored by the FTF policy in a previous year will continue to be subject to the FTF policy, even if the predominant use changes to something other than office

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
					U.S. Territories	<p>or warehouse.</p> <p>Once a FTF asset is disposed, the agency will report the asset as disposed in the current reporting year and the FRPP system will provide YES for the FTF data element.</p>
3b	Reduce The Footprint	Alphanumeric		<p>(Y/N): Indicate Yes (Y) or No (N) as to indicate that an agency can or cannot increase the asset.</p> <p>NOTE: This data element is not reported by the agency.</p>	<p>The RTF data element Y/N indicator is populated based on the following conditions:</p> <p>Chief Financial Officer (CFO) Act Agencies</p> <p>Office and warehouse assets that have:</p> <p>Legal Interest of Owned or Leased, AND</p> <p>Location in the United States, District of Columbia or one of the U.S. Territories</p>	<p>New Data Element</p> <p>Reduce the Footprint Asset (YES/ NO) is used to identify whether an asset is monitored by the Reduce the Footprint policy or not.</p> <p>If the asset is monitored by the RTF policy, the FRPP system will populate the RTF data element with a YES (Y).</p> <p>If the asset is not monitored by the RTF policy, the FRPP system will populate the RTF data element with a NO (N).</p> <p>In addition, assets which were monitored by the RTF policy in a previous year will continue to be subject to the RTF policy, even if the predominant use changes to something other than office or warehouse.</p> <p>Once a RTF asset is disposed, the agency will report the asset as disposed in the current reporting year and the FRPP system will provide YES for the RTF data element.</p>
4	Legal Interest					

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
4a	Legal Interest Indicator	Alphanumeric	1	<p>Owned (G): The Federal Government has fee simple interest for the real property asset.</p> <p>Leased (L): The rights to use the real property asset have been assigned to the Federal Government by a private entity or a non-Federal Government entity for a defined period of time in return for rental payments</p> <p>Otherwise Managed:</p> <ul style="list-style-type: none"> • State Government-Owned (S): A U.S. state government holds title to the real property asset but rights for use have been granted to a Federal Government entity in a method other than a leasehold arrangement. • Foreign Government-Owned (F): A foreign 	Must be submitted for all disposed and non-disposed assets	<p>No changes to FY 2015 Data Element</p> <p>State government owned may not be submitted for an asset located in a foreign country. Foreign government owned may not be submitted for an asset located in the United States. Withdrawn Land may not be submitted for a building or structure asset.</p> <p>The system will generate an error if the Legal Interest Indicator is Foreign Government Owned or State Government Owned and the asset is located in the United States. The system will generate an error if the Legal Interest Indicator is Withdrawn Land and the Real Property Type is either Building or Structure.</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				<p>government, U.S. territory or other interest holds title to the real property asset but rights for use have been granted to a Federal Government entity in a method other than a leasehold arrangement.</p> <ul style="list-style-type: none"> • Museum Trust (M): A trust entity holds title to the real property asset predominantly used as a museum, but Federal funds may be received to cover certain operational and maintenance costs. • Withdrawn Land (W): Land Withdrawn from public domain for another Federal entity's specific use 		
4b	Lease Authority Indicator	Alphanumeric	2	<ul style="list-style-type: none"> • (IS) Independent Statutory Authority: Authority to acquire leased space that originates in a statute enacted into law. This 	Must be submitted for all non-disposed leased assets.	<p>No changes to FY 2015 Data Element</p> <p>The system will generate an error if an owned or otherwise managed asset submits the lease authority data element.</p> <p>Only the following agencies may submit an asset with a lease</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				<p>may be an agency wide standing authority to acquire leased space or it may be singular authority granted to acquire leased space for a specific activity of a Federal agency.</p> <ul style="list-style-type: none"> • (CS) Categorical Space - Delegation from GSA: A standing delegation of authority from the Administrator of General Services to a Federal agency to acquire a type of space, such as antennas, depots, piers, and greenhouses. • (SP) Special Purpose Space - Delegation from GSA: A standing delegation of authority from the Administrator of General Services to specific Federal agencies to lease their own special purpose 		<p>authority indicator of Special Purpose Space – Agriculture, Commerce, Defense, Energy, Federal Communications Commission, Health and Human Services, Homeland Security, Interior, Justice, Transportation, Treasury, and Veterans Affairs.</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				<p>space.</p> <ul style="list-style-type: none"> • (PC) General Purpose Space - Delegation from GSA: The Administrator of General Services has issued a delegation of authority to the heads of all Federal agencies to accomplish all functions relating to leasing of general purpose space. According to FMR Bulletin 2008-B1, dated November 19, 2007, limits lease acquisition delegations to 19,999 rentable square feet or less of general-purpose space. Specific agencies have been granted categorical and special-purpose lease acquisition delegations in the FMR. Agencies must request specific authorization to exercise the special-purpose delegated 		

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				authority if the requirement is for 2,500 rentable square feet or more. If the requirement is 2,499 rentable square feet or less then the agency may proceed without specific written authorization from GSA.		
5	Status					
5a	Status Indicator	Alphanumeric	1	OWNED INVENTORY STATUS CATEGORIES Current Mission Need (A) -Asset currently supports agency mission or function. Future Mission Need (I) - Asset not currently supporting agency mission or function. Report of Excess Submitted (B) - Agency has submitted a report of excess to GSA and is pending acceptance by GSA (only Asset subject to Title 40 GSA Authority)	Must be submitted for all disposed and non-disposed assets	Change the labels for “Active” and “Inactive” to “Current Mission Need” and “Future Mission Need.” No change in definition proposed. Add “Surplus” as a new category under Status Indicator. Add “Date of Surplus” as a new data element to identify when that declaration is made. Add a new dropdown list under Cannot Currently Be Disposed to identify specific reasons why an asset cannot be disposed. -Environmental Remediation -Diplomatic Restrictions -Title/ Legal Disputes -Campus Location -Easements -Protective Structures (levies, breakwaters or berms)

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				Report of Excess Accepted (C) -Agency has received an acceptance of the ROE from GSA Disposal office (only Asset subject to Title 40 GSA Authority) Disposed(D) -Asset has exited the Federal Inventory Determination to Dispose (F) -Agency has made final determination to remove the asset from the inventory, pursuant to independent statutory authorities. Cannot currently be Disposed (G) -Asset that has no long term need however it “cannot currently be disposed” due to certain circumstances, such as environmental remediation, historical status, etc. Agencies must pick one special circumstance identifying why the asset cannot currently be disposed. Surplus (S) - Asset which		-Other The system will generate an error if Legal Interest Indicator is Leased and the Status is not submitted as Current Mission Need, Future Mission Need, or Disposed. The system will generate an error if Legal Interest Indicator is Museum Trust, State Government Owned, or Foreign Government Owned and the Status is not submitted as Current Mission Need, Future Mission Need, Determination to Dispose, Cannot Currently be Disposed, Surplus, or Disposed The system will generate an error if Legal Interest Indicator is Withdrawn Land and the Status is not submitted as Current Mission Need, Future Mission Need, or Disposed.

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				<p>has not further need by the agency and may be made available for other uses through public benefit conveyances, negotiated sales or public sales.</p> <p>LEASED INVENTORY STATUS CATEGORIES</p> <p>Current Mission Need (A) Future Mission Need (I) Disposed (D)</p> <p>MUSEUM TRUST, STATE AND FOREIGN GOVT. OWNED INVENTORY STATUS CATEGORIES</p> <p>Assets with legal interest of museum trust, state government owned, or foreign government owned may only have a status of :</p> <p>Current Mission Need (A)</p>		

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				Future Mission Need (I) Disposed (D) Determination to Dispose (F) Cannot Currently be Disposed (G) Surplus (S) WITHDRAWN LAND (W) Current Mission Need (A) Future Mission Need (I) Disposed (D) Surplus (S)		
5b	Report of Excess Submitted Date	Date	10	MM/DD/YYYY	Must be submitted for non-disposed assets with a status of report of excess submitted.	No changes to FY 2015 Data Element Invalid if it is reported for other than an asset that submits a status indicator other than Report of Excess Submitted
5c	Report of Excess Accepted Date	Date	10	MM/DD/YYYY	Must be submitted for non-disposed assets with a status of report of excess accepted.	No changes to FY 2015 Data Element Invalid if it is reported for other than an asset that submits a status indicator other than Report of Excess Accepted
5d	Determination to Dispose Date	Date	10	MM/DD/YYYY	Must be submitted for non-disposed assets with a status of determination to dispose.	No changes to FY 2015 Data Element Invalid if it is reported for other than an asset that submits a status indicator other than Determination to Dispose

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
5e	Surplus Declaration Date	Date	10	<p>MM/DD/YYYY</p> <p>May be a past, present or future date</p> <p>Submitted if the corresponding status is Surplus (S)</p> <p>Required for all assets with a status indicator of (S)</p>	<p>Must be submitted for non-disposed assets with a status of surplus.</p>	<p>New Data Element</p> <p>Agencies are required to report the actual date the asset was determined "Surplus" in mm/dd/yyyy format. Agencies may submit past, present or future date.</p> <p>Invalid if it is reported for other than an asset that submits a status indicator other than Surplus</p>
5f	Outgrant Indicator	Alphanumeric	1	<p>(Y/N): Indicate Yes (Y) or No (N) as to whether rights have been conveyed or granted to another entity.</p>	<p>Must be submitted for non-disposed assets with a Legal Interest of Owned, Leased, or Museum Trust</p>	<p>No changes to FY 2015 Data Element</p> <p>Agencies are not to report Outgrant Indicator when outgrant is for either onsite retail or food outlease.</p> <p>If any portion of the asset is outgranted (excluding onsite retail and food outlease), the agency should report "Yes" for Outgrant Indicator.</p> <p>The system will generate an error if the asset submits a Legal Interest Indicator of Withdrawn Land, State Government Owned or Foreign Government Owned</p>
6	Historical Status	Numeric	1	<ul style="list-style-type: none"> National Historic Landmark – NHL (1) National Register Listed – NRL (2) 	<p>Must be submitted for non-disposed and disposed assets with a Legal Interest of Owned</p>	<p>No changes to FY 2015 Data Element</p> <p>The system will generate an error if the Legal Interest Indicator is Leased, State Government Owned, Foreign Government</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				<ul style="list-style-type: none"> • National Register Eligible – NRE (3) • Non-contributing element of NHL/NRL district (4) • Not Evaluated (5) • Evaluated, Not Historic (6) 	and Museum Trust	Owned, or Withdrawn Land.
7	Reporting Agency	Numeric	4	<p>4-digit Agency Bureau Code - first 2 digits identify agency, last 2 digits identify bureau.</p> <p>For a full listing of valid values for reporting agency data element, please refer to Appendix E: Agency Bureau Codes, pages 98-109 of the FY 2015 FRPP data dictionary.</p>	Must be submitted for non-disposed and disposed assets	No changes to FY 2015 Data Element
8	Using Organization	Numeric	4	<p>4-digit Agency Bureau Code - first 2 digits identify agency, last 2 digits identify bureau.</p> <p>For a full listing of valid values for reporting</p>	Must be submitted for all non-disposed Building and Land assets.	<p>No changes to FY 2015 Data Element</p> <p>Agency Bureau Code for predominant user; if main user is non-Federal Government entity use '9999'.</p> <p>Optional for structure assets</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				agency data element, please refer to Appendix E: Agency Bureau Codes, pages 98-109 of the FY 2015 FRPP data dictionary.		
9	Size					
9a	Acres (Land)	Numeric	12, 3	Number must be greater than zero and less than 1,000,000,000,000.	Must be submitted for all non-disposed and disposed land assets	No changes to FY 2015 Data Element The system will generate an error if an asset submits Acres for Building or Structure assets
9b	Square Feet (Buildings)	Numeric	12,3	Number must be greater than zero and less than 1,000,000,000,000.	Must be submitted for all non-disposed and disposed building assets	Total amount of square feet will be used for reporting and performance measurement of Freeze the Footprint and Reduce the Footprint The system will generate an error if an asset submits Square Feet for Land or Structure assets
9c	Square Feet Unit Measure	Alphanumeric	1	Values are: Gross (G), Rentable (R), Usable (U)	Must be submitted for all non-disposed and disposed building assets.	Add new data element with 3 dropdown list selection options: Gross(G), Rentable (R), Usable (U) Owned building assets must submit unit of measure as Gross Square Feet. Leased building assets must submit unit of measure as Usable Square Feet or Rentable Square Feet. Otherwise managed assets may choose any of the 3 options -

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
						Gross Square Feet, Rentable Square Feet, or Usable Square Feet. The system will generate an error if an asset submits Square Feet Unit of Measure for a Land or Structure Asset
9d	Structural Unit (Structures)	Numeric	12,3	Number must be greater than zero and less than 1,000,000,000,000.	Optional for non-disposed Structure Assets	No changes to FY 2015 Data Element The system will generate an error if an asset submits Structural Unit of Measure for a Land or Building Asset
9e	Unit of Measure (Structures)	Numeric	1	Values are: 1 (Each), 2 (Lane Miles), 3 (Linear Feet), 4 (Miles), 5 (Square Yards).	Optional for non-disposed Structure Assets	No changes to FY 2015 Data Element The system will generate an error if an asset submits Unit of Measure for a Land or Building Asset
10	Utilization	Numeric	1	<ul style="list-style-type: none"> Utilized (6) Underutilized (7) Unutilized (5) 	Must be submitted for non-disposed building assets with the following real property uses -- Offices, Hospitals, Family Housing, Dormitories and Barracks, Warehouses and Laboratories.	No changes to FY 2015 Data Element “Unutilized property means an entire property or portion thereof, with or without improvements, not occupied for current program purposes for the accountable Executive agency or occupied in caretaker status only.” 41 C.F.R. § 102-75.1160; accord 45 C.F.R. § 12a.1; 24 C.F.R. § 581.1. “Underutilized means an entire property or portion thereof, with or without improvements, which is used only at irregular periods or intermittently by the accountable landholding agency for current program purposes of that agency, or which is used for current program purposes that can be satisfied with only a portion of the property.” 41 C.F.R. § 102-75.1160; accord

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
						<p>45 C.F.R. § 12a.1; 24 C.F.R. § 581.1.</p> <p>Utilized – anything that is not defined as “unutilized” or “underutilized”</p> <p>It is NOT to be reported for any structure assets, land assets, or remaining building uses (Communication Systems, Industrial, Museum, Navigation and Traffic Aids, Other Institutional Use, Post Office, Prison and Detention Centers, School, Service, Outpatient Healthcare Facility, Comfort Station/Restroom, Data Center, Border/ Inspection Station, Facility Security, Land Port of Entry, Aviation Security Related, Public Facing Facility, Child Care Center, and All Other)</p>
11	Replacement Value	Numeric	12,3	Number must be greater than zero and less than 1,000,000,000,000.	Must be submitted for non-disposed Building and Structure assets with a Legal Interest of Owned and Otherwise Managed	<p>No changes to FY 2015 Data Element</p> <p>The system will generate an error if an asset submits Replacement Value for a Land or a Leased Asset</p>
12	Repair Needs	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Must be submitted for non-disposed Building and Structure assets with a Legal Interest of Owned and Otherwise Managed	<p>No changes to FY 2015 Data Element</p> <p>Repair Needs: The amount necessary to ensure that a constructed asset is restored to a condition substantially equivalent to the originally intended and designed capacity, efficiency, or capability. Agencies will initially determine repair needs based on existing processes, with a future goal to further refine and standardize the definition.</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
						The system will generate an error if an asset submits Replacement Value for a Land or a Leased Asset
13	Condition Index	Numeric	12,3	<p>Calculated Data Element - <u>NO LONGER REPORTED BY AGENCIES</u></p> <p>Condition Index (CI) is a general measure of the constructed asset's condition at a specific point in time. Condition Index is calculated as the ratio of Repair Needs to Plant Replacement Value (PRV).</p>	System automatically calculates for non-disposed Building and Structure assets with a Legal Interest of Owned and Otherwise Managed	<p>No changes to FY 2015 Data Element</p> <p>Condition Index is no longer an entered data element. It is calculated based on Repair Needs and Plant Replacement Value.</p>
14	Annual Operating Cost					
14a	Owned and Otherwise Managed Annual Operating and Maintenance Costs	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Must be submitted for non-disposed and disposed assets with a Legal Interest of Owned and Otherwise Managed	<p>No changes to FY 2015 Data Element</p> <p>System generates an error if an asset submits Owned and Otherwise Managed Annual Operating and Maintenance Costs for a Leased asset</p>
14b	Lease Annual Rent to Lessor	Numeric	12,3	Number must be greater than or equal to zero and less than	Must be submitted for non-disposed and disposed assets with a	<p>No changes to FY 2015 Data Element</p> <p>System generates an error if an asset submits Lease Annual</p>

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				1,000,000,000,000.	Legal Interest of Leased	Rent to Lessor for an Owned or Otherwise Managed asset
14c	Lease Annual Operating and Maintenance Costs	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Must be submitted for non-disposed and disposed assets with a Legal Interest of Leased	No changes to FY 2015 Data Element System generates an error if an asset submits Lease Annual Rent to Lessor for an Owned or Otherwise Managed asset
14d	Total Recurring Maintenance and Repair	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14e	Elevator	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14f	HVAC	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14g	Plumbing	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14h	Total Utilities	Numeric	12,3	Number must be greater than or equal to zero and less than	Optional data element	No changes to FY 2015 Data Element

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				1,000,000,000,000.		
14i	Water/Sewage	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14j	Electricity	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14k	Gas	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14l	Steam	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14m	Cleaning and Janitorial	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Optional data element	No changes to FY 2015 Data Element
14n	Roads and Groundskeeping	Numeric	12,3	Number must be greater than or equal to zero and less than	Optional data element	No changes to FY 2015 Data Element

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				1,000,000,000,000.		
15	Main Location					
15a	Street Address	Alphanumeric	100	GIS format Street Address of the asset.	Must report either the street address OR latitude and longitude for all non-disposed assets.	No changes to FY 2015 Data Element Street Address of at least main gate or main entrance (if security issue in reporting Latitude/Longitude).
15b	Latitude	Numeric	3,7	Able to report in decimal format up to seven decimal places. Number must be greater than or equal to -90 and less than or equal to 90.	Must report either the street address OR latitude and longitude for all non-disposed assets.	
15c	Longitude	Numeric	4,7	Able to report in decimal format up to seven decimal places. Number must be greater than or equal to -180 and less than or equal to 180.	Must report either the street address OR latitude and longitude for all non-disposed assets.	
16	Real Property Unique Identifier	Alphanumeric	24	Reporting agency assigns this identifier for links to other information	Must be submitted for all non-disposed and disposed assets.	No changes to FY 2015 Data Element Data element must remain the same in FRPP until asset is disposed to allow for trending analysis.

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				systems.		The RPUIDs should not be duplicated in an individual Agency and Bureau
17	City	Alphanumeric	4	Refer to the Geographic Names Information System for the full list of city codes.	Must be submitted for all non-disposed and disposed assets.	No changes to FY 2015 Data Element FRPP has adopted the GNIS as the standard for GLC city, state and county codes.
18	State	Alphanumeric	2	Refer to the Geographic Names Information System for the full list of state codes.	Must be submitted for all non-disposed and disposed assets.	No changes to FY 2015 Data Element FRPP has adopted the GNIS as the standard for GLC city, state and county codes.
19	Country	Alphanumeric	3	Refer to the Geospatial Entities, Names, and Codes standard for the full list of country codes.	Must be submitted for all non-disposed and disposed assets.	No changes to FY 2015 Data Element FRPP has adopted the GENC as the standard for GLC country codes.
20	County	Alphanumeric	3	Refer to the Geographic Names Information System for the full list of county codes.	Must be submitted for all non-disposed and disposed assets.	No changes to FY 2015 Data Element FRPP has adopted the GNIS as the standard for GLC city, state and county codes.
21	Congressional District	Alphanumeric	20	More than one value can be provided separated by a comma, e.g., "1,5,14".	Must be submitted for all non-disposed building and land assets located in the United States	No changes to FY 2015 Data Element Optional for structure assets

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
22	ZIP code	Alphanumeric	9	5-digit ZIP code and if known the 4-digit suffix. ZIP codes from US Postal Service	Must be submitted for all non-disposed assets located in the United States.	No changes to FY 2015 Data Element Optional for assets located in foreign nations.
23	Installation/Sub-Installation Identifier					
23a	Installation Identifier	Alphanumeric	24	Headquarters installation code as assigned by the reporting agency.	Must be submitted for all non-disposed building and land assets	No changes to FY 2015 Data Element Optional for structure assets
23b	Sub-Installation Identifier	Alphanumeric	24	Part of installation identified by a different Main Location than headquarters installation.	Must be submitted for all non-disposed building and land assets.	Field length changed from 6 to 24 Optional for structure assets
23c	Installation Name	Alphanumeric	100	Name of the installation (e.g., building name or campus name).	Optional data element	No changes to FY 2015 Data Element
24	Disposition					
24a	Disposition Method	Alphanumeric	2	(PB) Public Benefit Conveyance (HA) Homeless Assistance (HE) Health or Educational Use (PR) Public Parks & Public	Must be submitted for all assets with a status of disposed	Addition of the following additional Disposition Methods to the existing list of options: -Loss due to Disaster -Abandonment -Loss due to Deterioration

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				Recreational Area (HM) Historic Monuments (CF) Correctional Facility Use (PF) Port Facilities (PA) Public Airports (WC) Wildlife Conservation (NS) Negotiated Sales to Public Agencies (SH) Self-help Housing (LW) Law Enforcement & Emergency Management Response (FT) Federal Transfer (SL) Sale (SN) Negotiated Sales (SP) Public Sale (LX) Lease Termination (LE) Lease Expiration (DM) Demolition (OT) Other (LD) Loss due to Disaster (AB) Abandonment (DE) Loss due to Deterioration (RH) Return to Host Nation/ Tribe (LT) Loss due to Training		-Return to Host Nation/ Tribe -Loss due to Training Exercise -Reversion to Prior Owner -Exchange The system will generate an error if an asset submits Disposition Method and has a Status is not equal to disposed The system will generate an error if an asset submits a Disposition Method of Demolition for a Land asset The system will generate an error if an asset submits a Disposition Method that is not Lease Termination, Lease Expiration, or Other for a Leased asset The system will generate an error if an asset submits a Disposition Method that is not Federal Transfer, Other, Sale, Public Sale, or Negotiated Sale for an asset with a Legal Interest Indicator of Withdrawn Land

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
				Exercise (RO) Reversion to Prior Owner (EX) Exchange		
24b	Disposition Date	Date	10	MM/DD/YYYY	Must be submitted for all assets with a status of disposed	No changes to FY 2015 Data Element The system will generate an error if an asset submits Disposition Date and has a Status is not equal to disposed The system will generate an error if a future date is reported
24c	Actual Sales Price	Numeric	12,3	Number must be greater than or equal to zero and less than 1,000,000,000,000.	Must be submitted for all assets with a disposition method of sale, negotiated sale, or public sale	The system will generate an error if an asset submits Actual Sales Price and has a Status is not equal to disposed Change the current label from "Disposition Value" to "Actual Sales Price." Invalid when reported for leased assets
24d	Net Proceeds	Numeric	12,3	Number must be less than 1,000,000,000,000.	Must be submitted for all assets with a disposition method of sale, negotiated sale, or public sale	Report the proceeds received as part of the asset disposal less the disposal costs incurred by the agency. The system will generate an error if an asset submits Net Proceeds and has a Status is not equal to disposed The system will generate an error when reported for leased assets

Data Element Number	Data Element Name	Data Type	Length	Valid Values	Universe of Assets to which Data Element Applies	Notes
25	Sustainability	Numeric	1	1: Yes 2: No 3: Not yet evaluated 4: Not applicable	Must be submitted for all non-disposed building assets greater than 5,000 gross square feet	No changes to FY 2015 Data Element The system will generate an error if an asset submits Sustainability for a Land or Structure asset, or a Building asset less than or equal to 5,000 Gross Square Feet
26	Lease Expiration Date	Date	10	MM/DD/YYYY	Must be submitted for all non-disposed leased assets	No changes to FY 2015 Data Element The system will generate an error if an asset submits Lease Expiration Date for an Owned or Otherwise Managed asset